

## **Mt. Shasta City Council Regular City Council Meeting Agenda**

Mt. Shasta Community Center, 629 Alder Street

Monday, February 22, 2016; 5:30 p.m.

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

<b>Page</b>	<b>Item</b>
	1. Call to Order and Flag Salute
	2. Roll call
	<p>3. Special Presentations &amp; Announcements:</p> <p>Mt. Shasta Audubon Society - Rebeca Franco, Director of the Mt. Shasta area Audubon Society's 'Weeds to Native Plants Program,' will present information regarding the organization's work to coordinate a community effort to remove invasive plants from the Mt. Shasta area in April.</p>
	<p>4. Public Comment:</p> <p>Welcome to our City Council meeting. The Council invites the public to address the Council on matters on the Consent Agenda and matters not listed on the agenda that are within the Council's subject matter jurisdiction. If the Public wishes to comment on matters that are on the agenda, the Council will request comment when the matter is heard. The Council reserves the right to limit public comment on matters that are outside its subject matter jurisdiction.</p> <p>The City Council may regulate the total amount of time on particular issues and for speakers (typically 3 minutes). The Council may place additional time limits on comments, to ensure members of the public have an opportunity to speak and the Council is able to complete its business. A group may be asked to choose a spokesperson to address the Council on a subject matter, or the Council may limit the number of persons addressing the Council whenever a group of persons wishes to address the council on the same subject matter. Speakers may not cede their time to another.</p> <p>The Mayor manages the City Council meeting with a commitment to effective engagement while maintaining a positive, respectful decorum. The Mayor will typically start the Public Comment period sharing the following reminders relating decorum and Brown Act compliance efforts:</p> <ul style="list-style-type: none"><li>✓ This is the time for the public to address the Council on matters on the Consent Agenda or matters NOT on the Council Agenda. This will be a comment period only. If the public wishes a response, they may provide their contact information to the Deputy City Clerk.</li><li>✓ The Mayor will recognize each speaker in an orderly fashion. Most often, the Mayor will call the speakers whom have signed in first and shall then call for those who</li></ul>

	<p>would like to address the Council but whom did not sign in by inviting them to come to the front of the room and wait to be recognized to speak. Once the speaker is recognized, the speaker will address the Council only and shall provide comment from the public microphone. Public Comment will typically not be taken from any person shouting from the audience.</p> <ul style="list-style-type: none"><li>✓ No heckling or shouting from the audience at a speaker shall be permitted.</li><li>✓ The City Council may ask “clarifying” questions only. Due to equity and Brown Act concerns, the Council will avoid engaging in dialogue or debate.</li><li>✓ If there is an item of great community significance/interest and is within the Council’s subject matter jurisdiction, the Council may request the item be agendized for further consideration at a subsequent Council meeting.</li></ul>
	5. Meeting Recess (As Necessary)
	6. Council and Staff Comments
	<p>7. Consent Agenda - The City Manager recommends approval of the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.</p> <ul style="list-style-type: none"><li>a. Approval of Minutes: February 8, 2016 City Council Regular Meeting Draft Minutes.</li><li>b. Approval of Disbursements: Accounts Payable: February 3, 2016 and February, 4 2016; Total Gross Payroll and Taxes: For Period Ending February, 9 2016 (Muriel Howarth Terrell, Finance Director)</li><li>c. Monthly Investment and Financial Report for the Period Ending January 31, 2016 (Muriel Howarth Terrell, Finance Director)</li><li>d. Approval of Resolution No. CCR-16-9 authorizing the creation of Fire Captain and Fire Battalion Chief job description, the commensurate salary for the new positions, and the editing of the existing Firefighter and Fire Chief job descriptions to bring them in line with the other job descriptions for the department (Fire Chief Matt Melo)</li></ul>
	<p>8. Overview of Proposition 218</p> <p><u>Background:</u> The City Engineer and City Attorney will provide an overview of the prop 218 process how it relates to the Water and Sewer rate study and anticipated increases.</p> <p><u>Report by:</u> Public Works Director, Rod Bryan &amp; PACE Engineering</p> <p><u>Recommended Council Action:</u> Staff respectfully requests the City Council facilitate discussion and comments regarding the Proposition 218 process.</p>
	<p>9. Approval of Agreement for City Engineering Services</p> <p><u>Background:</u> To be eligible for certain State and Federal funding reimbursements the City must periodically go through the engineering consultant selection process. The City advertised a Request for Qualifications from January 20, 2016 through February 4, 2016. One Statement of Qualifications was received from PACE Engineering.</p> <p><u>Report by:</u> Public Works Director, Rod Bryan &amp; PACE Engineering</p> <p><u>Recommended Council Action:</u> Staff respectfully requests the City Council adopt the proposed Resolution CCR-16-8 authorizing the City Manager to enter into a Professional Services Agreement for Engineering Consultant Services Between the City of Mt. Shasta and PACE Engineering, Inc. for the purpose of providing Comprehensive Engineering Services.</p>

	<p>10. Approval of Resolution No. CCR-16-7 Awarding the Big Lakes Water Line Replacement Project Contract to Timberworks in the Amount of \$736,437.40</p> <p><u>Background:</u> On Friday February 12, 2016 bids were received for the Big Lakes Water Line Replacement Project. The lowest bidder was Timberworks with a bid amount of \$736,437.40. Pace Engineering has evaluated the bids and is recommending that the City award the Construction Contract to Timberworks. The total Construction budget is \$975,000. The bid price leaves about \$238,000 for contingency.</p> <p><u>Report by:</u> Public Works Director, Rod Bryan</p> <p><u>Recommended Council Action:</u> Staff respectfully requests the City Council approve the proposed Resolution awarding the bid for the Big Lakes Water Line Replacement Project to Timberworks.</p>
	<p>11. Second Reading of Planning Commission Ordinance</p> <p><u>Background:</u> The City Council will conduct a second reading of Ordinance 16-01, Planning Commission. The first reading was held by City Council on February 8, 2016. The Planning Commission held a public hearing and voted unanimously to maintain the seven member Commission, change the number of members from outside the City limits from two to three as long as the person maintains a Mt. Shasta, 96067 zip code and simplify the interview and appointment process.</p> <p><u>Report by:</u> Kristen Maze, City Planner</p> <p><u>Recommended Council Action:</u> City staff respectfully recommends that the City Council review and approve the second reading of Ordinance 16-01.</p>
	<p>12. City Website Revamp &amp; Financial Dashboard</p> <p><u>Background:</u> City staff and a web designer have been working closely together over the past several months to revamp the City's official website. In addition to a new layout the site is now more streamlined, interactive, and user friendly. Staff expect that the website will include a Financial Dashboard for the public to view in the near future. Currently a few bugs in the new Dashboard are being resolved.</p> <p><u>Report by:</u> Paul Eckert, City Manager &amp; Muriel Howarth Terrell</p> <p><u>Recommended Council Action:</u> Staff respectfully requests that City Council accept this report.</p>
	<p>13. Council Reports on Attendance at Appointed/Outside Meetings:</p>
	<p>14. Future Agenda Items (Appearing on the agenda within 60-90 days):</p> <ul style="list-style-type: none"><li>• State Mandated Waste Water Plant Project, Public Hearing – TBD</li><li>• First Reading of Community Policing Ordinance Concerning Panhandling – TBD</li><li>• Strategic Plan Workshop – TBD</li><li>• Code Enforcement Organization Changes – 3/14</li><li>• Impact Fees Potential Changes – 3/14/2016</li><li>• Fire Prevention &amp; Environment – 3/14/2016</li><li>• Alternatives for Capital Improvements Project – 3/14/2016</li><li>• Noise Ordinance – 3/14/2016</li><li>• Streamlining Solar Project – 3/14/2016</li><li>• Agreement for City Engineering Services – 3/14/2016</li><li>• Overview of CEQA / EIR Laws – 3/28/2016</li></ul>

	<ul style="list-style-type: none"><li>• Expanding Downtown Business District – 4/11/2016</li><li>• Update on the Landing &amp; Brownfields – 4/11/16</li><li>• Land Use Management Plan of City Owned Properties (City Springs &amp; Westside of The Landing) – 4/24/2016</li><li>• Presentation Regarding Potential Forest Service Use of Treated Effluent for Fire Suppression &amp; Dust Control – 4/24/2016</li></ul>
	15. Closed Session Item: None.
	<p>16. Adjourn</p> <p>Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.</p> <p>The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.</p>